



Republic of the Philippines  
**QUEZON CITY COUNCIL**  
Quezon City  
21<sup>st</sup> City Council

PO21CC-455

6<sup>th</sup> Special Session

ORDINANCE NO. SP- **3048**, S-2021

AN ORDINANCE REGULATING COVID-19 VACCINATION SITES AND PROGRAMS IN QUEZON CITY.

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*Introduced by Councilors FRANZ S. PUMAREN and DIORELLA MARIA G. SOTTO-ANTONIO.*

*Co-Introduced by Councilors Bernard R. Herrera, Dorothy A. Delarmente, M.D., Tany Joe "TJ" L. Calalay, Nicole Ella V. Crisologo, Atty. Bong Liban, Eden Delilah "Candy" A. Medina, Ramon P. Medalla, Mikey F. Belmonte, Estrella C. Valmocina, Kate Galang-Coseteng, Jorge L. Banal, Sr., Peachy V. De Leon, Imee A. Rillo, Irene R. Belmonte, Resty B. Malañgen, Hero M. Bautista, Jose A. Visaya, Patrick Michael Vargas, Shaira L. Liban, Ram V. Medalla, Allan Butch T. Francisco, Marivic Co Pilar, Rogelio "Roger" P. Juan, Donato "Donny" C. Matias, Eric Z. Medina, Freddy S. Roxas and Noe Dela Fuente.*

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*WHEREAS, on March 12, 2020, the President declared Community Quarantine over Metro Manila due to the COVID-19 pandemic;*

*WHEREAS, on March 13, 2020, the City Council declared Quezon City to be under a State of Calamity due to COVID-19 pandemic;*

*WHEREAS, Section 3(g) of Republic Act No. 11469, otherwise known as the Bayanihan to Heal as One Act, declares that there is an urgent need to partner with the private sector and other stakeholders to deliver these COVID-19 measures and programs quickly and efficiently;*

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WHEREAS, as the Local Government expands the vaccination program to other priority sectors, and the private sector is starting to set up their vaccination program and sites for the vaccination of their employees, there is a need to standardize vaccination sites and registration protocols for business establishments and commercial centers in the city to make sure they will meet the health standards set by the Department of Health (DOH), and in order for the City to be able to supervise and monitor their inoculation process;

WHEREAS, based on Section 16 of the Local Government Code of 1991, the City has the implied power to do all things necessary, appropriate, or incidental to govern efficiently and effectively, promote the general welfare, health and safety, maintain peace and order, and preserve the comfort and convenience of their inhabitants;




WHEREAS, Section 458 (a)(1)(vi) of Republic Act No. 7160, otherwise known as the Local Government Code of 1991, provides that the City Council may adopt measures to protect the inhabitants of the City from the harmful effects of natural disasters and calamities;

WHEREAS, Section 458 (a)(5)(xii) of the same Code provides that the City Council may approve measures and adopt quarantine regulations to prevent the introduction and spread of diseases.

NOW, THEREFORE,

BE IT ORDAINED BY THE CITY COUNCIL OF QUEZON CITY IN REGULAR SESSION ASSEMBLED:

SECTION 1. OBLIGATIONS OF PRIVATE COVID-19 VACCINATION PROGRAMS. - A business or other private or public entity that wishes to organize and conduct its own COVID-19 vaccination program for its employees, families or other stakeholders (a "vaccine organizer") should: (i) prior to the vaccination, coordinate with the City Health Department (CHD) to ensure compliance with proper reporting procedures, and ensure the sufficiency and competence of the organizer's vaccination workforce; and (ii) in the course of the vaccination program, provide the CHD with complete information on the persons vaccinated, using the mandatory reporting forms mentioned in Section 2 below.



*SECTION 2. DOCUMENTARY REQUIREMENTS. - The vaccine organizer must comply with the following documentary requirements:*

- a. Coordinate with the City Health Department (CHD) to ensure registration of the vaccine site with the Department of Health's COVID-19 Bakuna Center Registry (CBCR);*
- b. Ensure that all vaccinees accomplish registration and informed consent forms as prescribed by the CHD;*
- c. Provide all vaccinees with a duly executed Vaccine Card in the form provided by the CHD;*
- d. Comply with the reporting requirements of the CHD and the Department of Health, specifically the Vaccine Information Management System-Vaccination Administration System (VIMS-VAS). On a daily basis during the operation of the vaccine site, the organizer must encode relevant information for all vaccinees into the VIMS-VAS forms, and any other CHD-prescribed forms, and transmit the same to the CHD;*
- e. Provide for any other relevant documentary requirements that the CHD may require from time to time.*

*SECTION 3. VACCINATION SITE STANDARDS. - In respect of COVID-19 vaccination sites, all vaccine organizers must comply with the following standards:*

- a. Appoint a duly licensed physician as the site's responsible medical officer, who shall supervise the site and ensure compliance with vaccination protocols;*
  - b. Maintain the appropriate cold storage at the site to ensure proper handling of vaccines;*
  - c. Adhere to applicable infection prevention and public safety regulation requirements and protocols;*
- [Handwritten marks: a, b, c, and a large blue checkmark]*



- d. Provide sufficient equipment as required under the Philippine National Deployment and Vaccination Plan for COVID-19, including PPEs, handwashing areas, alcohol and other disinfection equipment, cotton swabs, medical screening equipment such as blood pressure apparatus, thermometers, syringes, vaccine carriers, safety collection boxes, and other relevant items;
- e. Observe proper physical distancing among all persons within the site at all times;
- f. Place adequate and visible signs to indicate the actual vaccination process flow in the site;
- g. Provide proper ventilation and lighting and accessible restrooms;
- h. Provide adequate entry and exit points following the one-way facility flows;
- i. Provide easy accessibility for the elderly and those with disability and mobility issues; and
- j. Provide sufficient power outlets and electrical capacity for computers and the appropriate vaccine refrigerators.

SECTION 4. FACILITIES. - Each vaccination site should have process flow and layout conforming to the standards under the Philippine National Deployment and Vaccination Plan for COVID-19, including the following essential facilities:

- a. Registration Area - The registration area must have sufficient space to avoid overcrowding and to be able to maintain physical distancing. A priority lane must be provided for Senior Citizens, Persons with Disability (PWD) and pregnant women.
- b. Screening and Counseling Area - The screening process must be conducted by a duly licensed physician or other qualified medical professional. The screener should determine whether the concerned individual is qualified for vaccination, counsel the individual regarding the possible side effects, and explain the proper treatment for the same.

- c. *Vaccinator Area - Each vaccinator should be duly qualified under Department of Health standards (e.g., physician, nurse or other profession allowed by DOH to conduct COVID-19 vaccination) and should have his/her own area. The vaccination area must have accessible cold chain equipment to store the vaccines in the vaccination site.*
- d. *Post-vaccination Monitoring Area - The area must be spacious enough to accommodate all vaccine recipients and allow observance of physical distancing measures. A physician or other qualified medical professional, with the appropriate equipment, should be available to monitor and treat any Adverse Event Following Immunization (AEFI).*

*SECTION 5. COMPLETION OF DOSES. - The vaccine organizer must ensure that all vaccine recipients under the organizer's program shall be able to complete the prescribed number of doses. This includes reserving and safekeeping the corresponding number of second doses for all recipients of the first dose; as well as making the concerned vaccine site, its equipment and workforce available on the scheduled date of the second dose; and other necessary measures. Also, the vaccine organizer shall bear the responsibility to contact the vaccine recipients to inform and remind them of their first and second dose schedules.*

*SECTION 6. CORRESPONDING DONATIONS. - If some of the intended recipients of the organizer's vaccines already received COVID-19 inoculation from the City Government, the organizer shall reasonably consider donating a corresponding amount of the organizer's own vaccines to the City.*

*Alternatively, if the organizer was required to donate some of its own vaccines to the National Government, the organizer shall assist the City Government in requesting from the National Government a corresponding allocation from such donation.*

*SECTION 7. VIOLATION. - Without prejudice to other penalties that may be imposed under applicable laws, rules and regulations, any entity that violates any of the provisions of this Ordinance may be subject to summary suspension or revocation of its business permit.*

*SECTION 8. REPEALING CLAUSE. - All Ordinances, Resolutions, Executive Orders, Memorandum Circulars and Administrative Orders or parts thereof which are inconsistent with any provision of this Ordinance are hereby repealed or modified accordingly.*

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*SECTION 9. SEPARABILITY CLAUSE. - If any provision of this Ordinance is declared void or unconstitutional, the remaining portions shall not be affected and shall remain in full force and effect.*

*SECTION 10. EFFECTIVITY CLAUSE. - This Ordinance shall take effect immediately upon its approval.*

*ENACTED: July 16, 2021.*



GIAN G. SOTTO  
City Vice Mayor  
Presiding Officer

ATTESTED:



Atty. JOHN THOMAS S. ALFEROS III  
City Government Dept. Head III

APPROVED: SEP 2 2021



MA. JOSEFINA G. BELMONTE  
City Mayor

CERTIFICATION

*This is to certify that this Ordinance was APPROVED by the City Council on Second Reading during its 6<sup>th</sup> Special Session held on July 16, 2021 and was PASSED on Third/Final Reading on the same date.*



Atty. JOHN THOMAS S. ALFEROS III  
City Government Dept. Head III

